

U.S. DEPARTMENT OF ENERGY

Student Employment Fact Sheet



The **Student Educational Employment Program (SEEP)** is an outstanding opportunity for students pursuing a degree to get involved with one of the country's premier Federal agencies and gain valuable hands-on work experience while in college in support of one of DOE's Power Marketing Administrations.



Recruiter Contact Information:

Southwestern Power Administration

Division of Human Resources Management

ATTN: Lynn King

Phone: 918-595-6617

Fax: 918-595-6656

lynn.king@swpa.gov

For more information about Southwestern Power Administration visit <http://www.swpa.gov>.

HUMAN RESOURCES

Southwestern Power Administration, located in Tulsa, OK, is now hiring a Student Trainee (Human Resources).

REQUIREMENTS

- ✓ U.S. Citizen
- ✓ At least part-time enrollment in school each semester
- ✓ In good standing with the university - GPA ≥ 2.5

APPROXIMATE LEVELS OF STUDENT PAY

Pay Grade	Hourly Rate	College Hour Requirement
GS-04	\$13.41	60 to 120 undergraduate hours
GS-05	\$15.00	Bachelor's degree
GS-07	\$18.58	Bachelor's degree with GPA >2.95 or completion of 1 year of Graduate study
GS-09	\$22.73	Completion of 2 years Graduate study

STUDENT BENEFITS

- ✓ Tuition assistance up to \$1100 per semester
- ✓ Flexible work schedule based on school schedule
- ✓ Possibility of permanent placement with established upward mobility career path
- ✓ 10 paid Federal holidays a year
- ✓ Annual and sick leave based on number of hours worked
- ✓ Federal health and life insurance*

* Not available for all types of student appointments

Southwestern supports our Nation's veterans and disabled through various hiring initiatives and authorities